



NEW HAMPSHIRE LIQUOR COMMISSION
 Please submit form to:
 NHLC, 50 Storrs Street, Concord NH, 03301
 603-271-3521
License & Fee required before operating

FOR NHLC USE ONLY

License Type: Beer Festival	
RSA: 178:30	
Liq Rule: 705.35	
From	To
License Fee:	

LICENSE TYPE WORKSHEET
BEER FESTIVAL

Business Name	Trade Name
Name of Primary Contact for Applicant	

THIS WORKSHEET AND THE FOLLOWING DOCUMENTS ARE REQUIRED TO BE SUBMITTED 15 DAYS PRIOR TO A LICENSE BEING ISSUED:

1. LEASE OR RENTAL AGREEMENT
2. NOTARIZED AFFIDAVIT FROM PERSON IN CHARGE OF EVENT
3. LETTER FROM NON-PROFIT SIGNED BY CORPORATE OFFICER DESIGNATING PERSON IN CHARGE OF EVENT
4. CERTIFICATE OR DESIGNATION OF SPECIAL ONE DAY TRAINING
5. LOCAL OFFICIAL SIGNATURE PAGE
6. LIST OF SERVERS
7. PROOF OF NON-PROFIT STATUS FROM THE NEW HAMPSHIRE SECRETARY OF STATE AND IRS
8. TEMPORARY REGISTRATION OF BEVERAGE FOR BEVERAGE FESTIVALS
9. NH BEVERAGE FESTIVAL ADDITIONAL FEES DUE FORM (DUE 10 DAYS FOLLOWING EVENT)

PLEASE COMPLETE THE FOLLOWING INFORMATION:

1. Give a brief description of the premises to be licensed, including how the area is to be clearly defined:

2. What is the name and address of the owner of the premises?:

3. Is the applicant the holder of a license in one or more of the following categories: beverage manufacturer, brew pub, nano-brewery, wholesale distributor, beverage vendor, or a retail license? Yes No
 If yes, provide license number _____.

4. If the entity is a designee of a non-profit group, name the non-profit organization represented: N/A

5. Attach proof of non-profit status from the New Hampshire Secretary of State, and a letter of designation from a non-profit group.

6. The number of consecutive days the beer festival is: 1 day \$250 2 days \$300 3 days \$350
 The date(s) and hour(s) for the festival is: _____.

ACKNOWLEDGEMENTS (initial after each)

1. Acknowledge that violations committed during this event are enforceable against any other existing license held by the applicant. (initial)

2. Acknowledge that all beverages or specialty beer will be purchased from a beverage manufacturer, brew pub, nano brewery, or a wholesale distributor. (initial)
3. Acknowledge that beverages or specialty beer for sale in the state shall be temporarily registered with the Commission at the cost of \$10.00 per brand and be filed with the Commission 15 days before the event. (initial)
4. Acknowledge that the business shall be responsible for paying the commission a fee of \$.30 per gallon of product used for this event. (initial)
5. Acknowledge that the service of beverages and beer shall be in a clearly defined area. (initial)
6. Acknowledge that all temporary registrations shall be filed with the Commission 15 days before the event and approved prior to the first day of the event and prior to bringing the beverages into the state. (initial)
7. Acknowledge that all fees associated with unregistered beverages or specialty beer shall be paid to the Liquor Commission within ten (10) business days of the last scheduled day of the event. (initial)

By initialing this statement, I, _____ certify that I will retain, maintain, and keep readily available all supporting documentation as required per this license worksheet. If requested, I agree to provide such documentation to any member of the NHLC. (initial)

I declare under RSA 641:3, that I am authorized to sign on behalf of the business entity applying for a license, that I have examined all of the information provided on or with this application, and that the information is true, correct, and complete to the best of my knowledge and belief.

X _____
 Applicant Signature Date Title



NEW HAMPSHIRE LIQUOR COMMISSION
Form LTR-14 General Instructions
Please submit form to NHLHC, PO Box 1795, Concord, NH 03302
603-271-3521

WHO MUST FILE

Individuals, partnerships, limited liability companies and partnerships, or corporations but not to unincorporated associations, to apply for the manufacture, warehousing, sale, offer for sale, or solicitation of orders for sale of liquor or beverages and for retail sales of tobacco products within the state, subject to the limitations and restrictions imposed by RSA 178:2.

WHEN TO FILE

Before operating

WHERE TO FILE

- NHLHC, 50 Storrs St., Concord, NH 03301 (or)
- NHLHC, PO Box 1795, Concord, NH 03302
- Email Licensing@liquor.nh.gov

NEED HELP

- If you have any questions, please contact [Enforcement Licenses Help Desk@liquor.nh.gov](mailto:Enforcement_Licenses_Help_Desk@liquor.nh.gov) (or) Call (603) 271-3521 between 8:00am – 4:30pm, Monday through Friday.

WHAT IS THE FEE

The annual beer festival license fee is determined pursuant to RSA 178:29, I, which provides the following:

\$10 per brand fee must be paid within 10 days of the event.

One-day \$250.

Two-day \$300.

Three-day \$350.

See the following RSA for any fee updates:

<http://www.gencourt.state.nh.us/rsa/html/XIII/178/178-29.htm>

Incomplete license type requirement form will be returned to the applicant and will result in a delay in issuance of a license. Some common omissions/errors include:

- The application for license is not attached. (This does not apply for renewals.)
- Check missing or not filled-out completely or signed.
- License type requirement form is not properly complete or unsigned.

To ensure that you qualify for the type of license that you want, see the following RSA:

RSA 175:1 VII, Definition:

"Beer" means beer, specialty beer as defined by RSA 175:1, LXIV-a, lager beer, ale, porter and similar fermented malt beverages.

business days of the expiration of the license. Payment shall be accompanied by any forms and documentation required by the commission.

<http://www.gencourt.state.nh.us/rsa/html/XIII/175/175-1.htm>

RSA 178:30 Beer Festival License

<http://www.gencourt.state.nh.us/rsa/html/XIII/178/178-30.htm>